

3.6 SUPERLOAD PRE-APPROVAL APPLICATIONS

A significant improvement provided by the system is that carriers with Superload movements may separate the request for the superload analysis from the request for the permit application. This allows a carrier to use a specific superload analysis for multiple permits, and to obtain these permits on a 24/7 basis online once the superload analysis has been completed. A superload permit is valid for a specific period of time, currently 30 days.

A superload pre-approval does not generate an actual permit. Instead, it generates a transaction number that can be used for purchasing permits at a late date and bypassing the engineering analysis. A superload pre-approval includes the design and bridge evaluation fees. When actual permits are purchased, these fees are not duplicated, and only the base fee for the permit is charged at that point. Fees must be paid for a superload pre-approval before it may be used to purchase permits.

The process of applying for a superload pre-approval is nearly identical to applying for a superload permit without a pre-approval. The only differences are as follows:

- The start date for the pre-approval must be today's date;
- The additional axle details (Screen 7) are always requested; and
- The delivery method (Screen 12) is omitted as there is no permit to deliver.

Once your superload pre-approval has been approved and you wish to purchase an actual permit using the pre-approval, follow the instructions in Section 3.1. The key points to remember are as follows:

- On Screen 2, select "Trip Permit" as the type of permit;
- On Screen 4, enter the pre-approval number in the data entry box and select the radio button referencing the fact that you will be using a pre-approval; and
- The trip permit purchased must have all the same details as requested on the pre-approval.